

FD-1103

TRIP #: 14-095110

Request Date: 05/28/2014

Current Stage: Reimbursement Approved Archive

Travel Summary for GAVIN SHEA

Traveler Information

Who is traveling? Bureau Employee

Division/ Field Office: NEW YORK CITY

Last Name: SHEA

Cost Code: 3540

First Name: GAVIN

Squad/RA Code: 3613

Middle Name: P

Please provide a short explanation for travel requested. Travel to Dallas, Texas to conduct an interview in support of 318D-NY-306659

Is the traveler the head of an FO (ADIC or SAC)? No

Is the travel request within the traveler's area of responsibility? N/A

Itinerary

Official Travel Start Date: 05/29/2014

Official Travel End Date: 05/31/2014

Travel Type: Round Trip

Depart Date	Depart City	Depart State	Depart Country	Arrival Date	Dest. City	Dest. State	Dest. Country
05/29/2014			UNITED STATES	05/29/2014	DALLAS	TX	UNITED STATES
05/31/2014	DALLAS	TX	UNITED STATES	05/31/2014			UNITED STATES

- ☐ Traveler will be conducting personal travel outside of their official travel dates (i.e. - personal travel prior to the start or end of the official travel date, regardless of location)
- ☐ Traveler will be conducting personal travel to an alternate location in addition to business travel locations (indirect travel).
- ☐ Travel is within 50 miles of the traveler's residence or permanent duty station.
- ☐ Travel is part of a 60 day TDY.

GETA # :

Funding and Expenses

Total Estimated Expenses: [REDACTED]

Funding Division: NEW YORK CITY

Total Actual Expenses: \$ [REDACTED]

Program: YF

Total Reimbursement Amount: \$ [REDACTED]

Subprogram: L4

Case ID #: 318DNY306659

TR Type: TR11: Division Operational Travel

Type	GSA Location	Expense Start Date	Expense End Date	Estimated Cost	Actual Cost	Receipt Required	Paid By GTA	Reimbursement Amount	Advance of Funds	Miles
Airfare		05/29/2014	05/31/2014	[REDACTED]	[REDACTED]	Yes	No	[REDACTED]	No	0
Lodging	UNITED STATES, TX, DALLAS	05/29/2014	05/31/2014	[REDACTED]	[REDACTED]	Yes	No	[REDACTED]	No	0
Lodging Taxes		05/29/2014	05/30/2014	[REDACTED]	[REDACTED]	No	No	[REDACTED]	No	0

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Travel Summary for

GAVIN SHEA

Type	GSA Location	Expense Start Date	Expense End Date	Estimated Cost	Actual Cost	Receipt Required	Paid By GTA	Reimbursement Amount	Advance of Funds	Miles
M and IE	UNITED STATES, TX, DALLAS	05/29/2014	05/30/2014	[REDACTED]	[REDACTED]	No	No	[REDACTED]	No	0
Other		05/29/2014	05/31/2014	[REDACTED]	[REDACTED]	No	No	[REDACTED]	No	0
Taxi		05/29/2014	05/29/2014	[REDACTED]	[REDACTED]	Yes	No	[REDACTED]	No	0

How did you book your travel?

Phone with Carlson

Please list reason for booking over the phone: Last Minute Travel (within 72 hours)

Supplemental Forms Required

- ☐ Cost Comparison Form
- ☐ Foreign Air Carrier Form
- ☐ Premium Class Travel Form
- ☐ Lodging in Excess of GSA Form
- ☐ Indirect Travel Form
- ☐ 50 Mile Waiver Form

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Approvals

Stage	Approver Name	Date/Time	Decision
Finance Office 2nd Review of Actual Expenses	[REDACTED]	06/18/2014 12:42:56	TRIP approved, no supplemental forms required.
Finance Office Review of Actual Expenses	[REDACTED]	06/18/2014 11:14:11	TRIP approved, no supplemental forms required.
Supervisor Approval of Actual Expenses	LEFF, DOUGLAS (NY) (FBI)	06/16/2014 08:51:30	TRIP approved, no supplemental forms required.
Supervisor Approval of Actual Expenses	CHAVES, DAVID A (NY) (FBI)	06/13/2014 10:15 18	TRIP approved, no supplemental forms required.
Finance Office Review of Request	[REDACTED]	05/29/2014 10:56:39	TRIP approved, no supplemental forms required.
Supervisor Review of Travel Request	LEFF, DOUGLAS (NY) (FBI)	05/29/2014 09:24:36	TRIP approved, no supplemental forms required.
Supervisor Review of Travel Request	CHAVES, DAVID A. (NY) (FBI)	05/29/2014 09:23:20	TRIP approved, no supplemental forms required.